

Class Code: 02185400
Pay Grade: 25A
EO Code: B

GENERAL STATEMENT OF DUTIES: To be responsible for the overall supervision of field and office work for all campus police personnel, as well as dispatch and student employees engaged in performing duties of a protective and policing nature upon the premises of a post-secondary educational institution and to act as a shift commander in conjunction with the aforesaid; and to do related work as required.

SUPERVISION EXERCISED: Supervises the overall field and office activities performed by all assigned personnel.

To be responsible for the overall supervision of field and office work for all campus police personnel, as well as dispatch and student employees engaged in performing duties of a protective and policing nature upon the premises of a post-secondary educational institution and to act as a shift commander in conjunction with the aforesaid.

To make arrests with or without a warrant, as permitted within the law, any person for violations of state or federal criminal statutes or for violations of local town ordinances occurring on said premises and to process and/or detain such person(s) as required; and to prepare reports concerning such matters.

To interact with and coordinate all plans and assignments concerning police activities with a superior in order to ensure that all campus requirements are in proper conformance.

To be responsible for the planning, coordination and direction of all shift assignments, as well as briefings and inspection of police officers.

To meet with a superior in the participation and establishment of performance standards for subordinates and take corrective measures to implement such standards.

To maintain records relating to work assignments, including the investigation and disposition of cases, as well as attendance and other matters required in the performance of duties.

To appear and testify in court and at hearings.

To render first aid to the injured as required.

To do related work as required.

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of applicable Board of Governors' regulations and institutional rules and regulations; a thorough knowledge of applicable state law; a thorough knowledge of modern law enforcement principles, practices, and techniques including the methods employed in crime detection and criminal investigation; the ability to plan, assign, direct, and supervise the work of a subordinate staff; the ability to observe situations analytically and objectively; the ability to obtain information through interview, interrogation, and observation; ability to make accurate reports on law or regulation violations; the ability to act calmly, decisively and correctly in an emergency; the ability to qualify with firearms; the ability to understand and carry out oral and written instructions; the ability to give emergency medical treatment; the ability to write and speak effectively; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: successful completion of at least two years of academic study in an accredited institution of higher education; and must satisfactorily complete the Rhode Island Municipal Police Training Academy curriculum; and

Experience: Such as may have been gained through: considerable employment in a supervisory position requiring maintenance of law and order, and the protection of life and property including the responsibility for the arrest and detention of persons in violation of the law.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENTS:

Must be physically qualified to perform assigned duties as evidenced by a physician's certificate.

Must possess a valid Rhode Island driver's license.

Must acquire First Responder Certification within 6 months of appointment and maintain certification as a condition of continued employment.

Class Created: November 8, 1987

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